

**Central Massachusetts Workforce Investment Board
Meeting Minutes
January 15, 2015 8:00 a.m.**

The following members/proxies were present: T. Bauer; B. Meteyer (proxy for G. Carberry); J. Froimson; P. Gilbody; L. Parady; L. Baker (proxy for T. Stone); D. Wallace; R. Lawless; C. Campanale (proxy for J. Weekes) J. Weekes; B. Gooding; T. Murray; M. Gaye; K. LaTulippe; P. Morano; R. Scott; L. Bueno; E. Spencer; L. Miller; J. McGravey; D. Gonzales (proxy for T. Provost) ; T. Connors; E. Bartkiewicz; J. Dagilis; R. Scrivens

The following members were not in attendance: G. Carmark; C. Richard; M. Richman; P. Soucy; S. Irving; M. Riolo; D. Penta; R. Thomas; J. Mello; K. Koller; D. Osborn

The following CMWIB/WCCC staff members were present: J. Turgeon; S. McGauley

Guest(s) present: K. Pelletier

1. **Call to Order, Announcement of Quorum & Note of Conflict of Interest:** R. Lawless called the meeting to order and announced a quorum was present. There were no conflicts noted at this time.
2. **Moment of Silence in memory of Ted Coghlin:** R. Lawless lead the group in a moment of silence to remember Ted Coghlin, former CMWIB Chair and longtime contributor to the community.
3. **Votes:**
 - a. **Approval of October 24, 2014 Meeting Minutes:** The October 24, 2014 meeting minutes were unanimously approved upon a motion and a second.
 - b. **Election of CMWIB Chairperson:** R. Lawless turned the meeting over to P. Gilbody who noted that R. Lawless has offered to continue as Chair of the CMWIB if re-elected. P. Gilbody asked the members if there were any other nominations. There being none, the CMWIB unanimously re-elected R. Lawless as the chair on a motion by T. Murray and a second by T. Connors.
4. **Presentation by Worcester Regional Chamber of Commerce re: Higher Education Business Partnership:** R. Lawless welcomed Karen Pelletier, the Director of Higher Education – Business Partnerships for the Worcester Regional Chamber of Commerce who presented on the Higher Education Business Partnership (please see handouts section for more information).
5. **Updates:**
 - a. **Committee Leadership:** R. Lawless noted that J. McGravey will be stepping down as Chair of the Career Center Committee, but T. Bauer has agreed to become Chair of that committee. R. Lawless thanked the committees for all of their work and leadership and passed around the committee chart (please see handouts section) and asked members to think about joining one and getting involved.
 - b. **Workforce Central/CMWIB Lease:** The lease has been signed and staff are working with the City and Building Manager to finalize the design and coordinate the build out. The project is moving ahead but there is no set date as of yet.
 - c. **Programs & Activities:** For a full update of programs and activities, please see handouts section. J. Turgeon reported that the Year-Round program for YouthWorks will serve roughly 43 youth who will go through a week long readiness and a job placement for six weeks. A community planning meeting will take place on January 28th at 2:00pm and members are invited to help us plan the summer program. J. Turgeon also thanked J. Dagilis and WCAC for coordinating the program.

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- d. **State and Federal Budget Update:** The Board reviewed the budget (please see handouts section for budget outline). A small cut of approximately \$38,000 was made as a part of the 9C cuts. Staff have also been working on grant opportunities to bring in some additional funding.
 - e. **Workforce Investment Act reauthorization (Workforce Innovation and Opportunity Act):** No update as of yet. Locally, we still await direction.
6. **Other Business**
- a. **State Conflict of Interest:** As a member of the Board, members are asked to take the State's Conflict of Interest training to be included in member files. Staff may be contacting members to update their Conflict of Interest forms.
 - b. **Member Retreat Follow-Up Discussion:** J. Turgeon led discussion around the recommendation in the *Growing Our Own- Taking Action to Prepare Our Region's Workforce for Business Growth* that was developed from the discussion during the CMWIB October Member Retreat.
Each of the report's recommendations were reviewed with the Board.
 - c. **Formation of Ad-Hoc Committees (Marketing, Membership, Workforce Central Redesign):** The CMWIB will be forming two new ad-hoc committees to discuss overall marketing of the CMWIB/Workforce Central as well as membership strategies for the CMWIB. More information to come.
7. **Member Announcements**
8. **Adjournment:** The meeting was adjourned upon a motion and a second.

*Respectfully submitted by,
Sean McGauley
CMWIB Staff*

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